



## TRANSPORTATION CABINET

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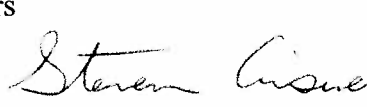
**Steven L. Beshear**  
Governor

**Michael W. Hancock, P.E.**  
Secretary

### MEMORANDUM

### Construction Memorandum No. 04-11

**TO:** Chief District Engineers  
District TEBM for Project Delivery & Preservation  
District TEBM for Engineering Support  
District Section Engineers  
Central Office Division Directors

**FROM:** Steven Criswell, P.E. Director   
Division of Construction

**DATE:** June 13, 2011

**SUBJECT:** Kentucky Pollutant Discharge Elimination System (KPDES)  
Permits Obtained by the Contractor

This memorandum is to clarify to Department field personnel of the requirement to perform quality assurance inspections on projects where the KPDES Storm Water Permit has been acquired by the Contractor. Department personnel are to perform a minimum of one monthly inspection on these projects. The inspection reports should be included in the best management practices notebook for the project.

The permit also requires the Department to maintain project records, including any documentation that pertains to the KPDES Storm Water Permit. The Contractor is required to provide the Department's representative a copy of their mandatory weekly inspection. These reports should be placed in the best management practices notebook. The report must be completed by a qualified erosion and sediment control inspector on the TC63-61A form which is located on the Division of Construction's website. This form can be found at the following location:  
[http://transportation.ky.gov/construction/forms/TC63-61A\\_Erosion\\_Inspection\\_Report\\_Rev\\_9-18-08.xls](http://transportation.ky.gov/construction/forms/TC63-61A_Erosion_Inspection_Report_Rev_9-18-08.xls). The Department will document any failure by the Contractor to complete the required weekly inspection report on their quality assurance inspection report. The documentation of this failure will be handled in the same manner as any needed corrective erosion control action on the project site. In accordance with the inspection report, the Contractor will have 7 calendar days from receipt of the Department's report to complete the necessary inspections and any other corrective actions that may be required. Failure to complete these items within the 7 calendar day period will result in liquidated damages being assessed as per the Standard Specifications.



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The Department and Contractor have a common goal in this endeavor and that is to ensure that the requirements of the KPDES Storm Water Permit are followed. Your assistance with this issue will help to ensure the success of this goal.

Please contact this office should you have any questions.

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